

85-0144

25 JAN 1985

MEMORANDUM FOR: Executive Director
FROM: Deputy Director of Central Intelligence
SUBJECT: Configuration Management
REFERENCE: Memo for DDCI frm DDA, dtd 18 Dec. 84, Same Subject

1. The referenced memorandum (Attachment A) contains a proposal to place the Headquarters facility under a form of configuration management. This proposal has been approved and I have directed that it be implemented in accordance with the proposal and its attached draft Headquarters Regulation. Accordingly, you are hereby appointed Chairman, Headquarters Management Group (HMG).

2. Attachment B is a copy of the Configuration Management Plan. This plan provides a detailed outline of the scope of the program, as well as the functions and responsibilities of the HMG. The Executive Committee will be briefed on the details of the program at the first opportunity.

3. Successful implementation of a program of this nature will not occur overnight and will require cooperation and education. However, there are a variety of critical issues affecting the facility, its current and future support systems, as well as space allocation which must be resolved. The discipline imposed by configuration management will support the coordinated resolution of these issues. I look to the HMG to play a central role in this process.

/s/ John N. McMahon

John N. McMahon

Attachments:

- A. Reference
- B. Configuration Management Plan

OL-10002-85

STAT

OL/HOME/O&MB, (9 Jan 85) .
Distribution:

- Orig - Addressee (w/att)
- 2 - ER (wo/att)
- 1 - DDCI (wo/att)
- 2 - DDA (wo/att)
- 1 - DL (wo/att)
- 1 - OL Reader (wo/att)
- 1 - OL Official (wo/att)
- 1 - C/HOME/OL (wo/att)
- 1 - OL/HOME/O&MB Chrono (wo/att)

STAT

DD/A
84-0144-3/0004

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Configuration Management

FROM:

C/OGMB/HOME/OL
1J45 Hqs.

EXTENSION

NO.

DATE

9 January 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. C/HOME/OL
3E14 Hqs.

2.

3. DL
[redacted]

4.

5. DBA
7D18 Hqs.

6.

EXDIR

7. ER
7E12 Hqs.

8.

9. DDCI
7E12 Hqs.

10.

11.

12.

13.

14.

15.

RE

Seen

1-17-85

629

I think it is necessary that we formalize this since I doubt that other DDs will want to take the time to serve. With the new building on the horizon and GSA out of this building we should try to bring them under Configuration Control. We in DA can't do it by ourselves.

FORM 1-79

610 USE PREVIOUS EDITIONS

STAT

STAT

STAT

STAT

COG